

# **TOWN OF WILTON BUDGET COMMITTEE**

**Location: Wilton Town Hall: Selectmen Office  
7:00 P.M.**

## **FINAL MEETING MINUTES May 5 2016**

*Members Present: Cary Hughes, Chairman; Harry Dailey; Betsy Castro; Joyce Fisk; Donna Pucciarello; William Condra, Selectmen Rep.; and Dawn Tuomala, Secretary*

- 1. Chairman Hughes called the meeting to order at 7:00 PM.**
- 2. A motion was made to approve the minutes of March 24, 2016 by Mr. Dailey; seconded by Ms. Pucciarello**

**pg 2 line 5 add financial before standings**

**Chairman Hughes called the question with the amendments; 4 in favor Ms. Castro and Ms. Fisk Abstained.**

- 3. Public Comments - none**
- 4. Review 2016 Expenditures to date**

The Selectmen allow the Department Heads to manage their own budgets. A specific line item might be over spent. As long as the bottom line of the budget itself doesn't go over then it is all right. The Budget Committee will need to see where the overages might occur within each budget so that during the next budget cycle those items can be addressed. Amounts will not be changed from item to item or department to department.

The Ambulance is over on the radio repair line. The Fire Department electric line item is at 42% with only a quarter of the way through the year. Last year they spent \$6,000 on electricity. This needs to be investigated to see if they paid an extra month's invoice from last year.

The Highway radio repair line is over by 247.58% already. There should be a clarification for the medical line, what is this used for? The Labor line is already at 27% of the yearly totals. Chairman Hughes is to contact Mr. Elliott to get an explanation. Typically some of the labor line is transferred over to the resurfacing budget when they start repairing the roads. The electric line item is also high for the highway garage.

The Police Station Building expenses are high but this is due to the fact the new equipment has been purchased. Additionally, some of the items are for annual maintenance fees instead of monthly or quarterly.

The Sick Labor Line questioned during the last months meeting was explained in an email from Chief Hautanen:

"In 2012 the Selectmen passed a new personnel policy. Part of the policy dictated that, should a non-exempt (hourly) full-time employee not use any of their sick time in

# **TOWN OF WILTON BUDGET COMMITTEE**

## **Meeting Minutes for May 5, 2016**

the calendar year, then they would be paid that time in the next year. Line 3019 was created 3 years ago to address that policy change. In 2015, I had 3 employees who did not use any sick time so each was due 48 hours (6 days) of pay which was paid to them in January, 2016. There was a reference in the minutes that line 3019 was over-budget. I would like to point out to the committee that this line is actually 36 cents under budget and will remain so as no other funds will be drawn from it for the remainder of 2016."

Every Department seems to have an overrun on Radio repairs this year; Why? The moderator and Supervisor line items are over and there will be 2 more elections this year. There will be a State and the National Election. There was discussion about allocating future used police cruisers to one of the other Departments instead of trading it in. The vehicle still has more miles left on it but it isn't a reliable car for the police to use. It might serve the Fire Chief or Ambulance Department as an extra vehicle.

The Library was recently asked about supplying the Budget Committee with their quarterly statements. The Statement wasn't available for this meeting and the request will be made again. The Library Trustees had a meeting with the Selectmen and the Attorney General's Office on Monday night. In the past, the Town had voted the Library as a Public Library, therefore according to law taxpayer monies have to go to the running of the Library. There is a total of over 1 million dollars in many trust funds which are each set up differently. Bottom line is that the Trustees have decided that they can draw 4 to 6% off every year to run the library. They have chosen to only go with 4% each year. This comes to about \$32,000 each year with \$10,000 going directly to the management company. At the meeting, it was also determined that the Trustees have the right to vote up to 100% which they don't do on the advice of their management company.

Since the Library receives taxpayer dollars they are supposed to have an elected Public Official participate on the Board of Trustees in making decisions. The last official was Mr. Rockwood; so the Selectmen will appoint someone until next March when the position can be placed on the ballot. Out of all of the Towns in New Hampshire, the Town of Wilton is among the top in the State for money being spent on the Library.

The contract services under the Tax Collector are already high. This is probably due to the implementing of the payment on line for taxes, vehicles and dogs and to accept the credit cards at the counter. The equipment has been purchased several years ago but due to the attorney's concerns over the contract security and contractual agreements they have been going back and forth with the software company. Once the contract is signed they will turn the system on. There isn't a whole lot left in the budget. They will also be having a change in personnel which will affect the insurance amounts more than anything else. Once employees work 30 hours a week, then the Town is required to provide insurance for them.

The miscellaneous line items should be specified into the appropriate line items. The Advertising line item is up and Welfare is down. Sewer Contract services and equipment are up.

### **5. Other Town Comparisons - Donna Pucciarello**

Ms. Pucciarello stated that the closest Towns to Wilton were Candia or Campton. Their budgets most closely aligned by looking at General Government and Public Safety. The Candia Police Department is larger than ours and they have an animal control officer but their budget is half of ours.

# **TOWN OF WILTON BUDGET COMMITTEE**

## **Meeting Minutes for May 5, 2016**

Mr. Dailey pointed out other Towns that might be closer in size and population. He will take a look at other Towns that he reviewed while working on the wage and salary schedule. Once four of the the closest comparing Towns have been narrowed down then have the Selectmen write to them and try to get their budget information. There were 12 towns larger than ours but their appropriations are half of ours. The pay scale also needs to be slowed down since we will be one of the highest paying Towns around if we keep going on this path.

### **7. Set up Future Meeting Schedule**

May 26<sup>th</sup> will be the next budget meeting.  
June 23<sup>rd</sup> will be the following meeting.  
There will not be a meeting in July or August.

### **8. Other Business**

Ms. Castro turned in her resignation; she is moving out of Town, therefore she cannot sit on the Committee. Chairman Hughes regretfully accepted her resignation and Thanked her for the years of service she has given to the committee.

### **9. Adjournment**

The next meeting will be on May 26, 2016 at 7:00 at the Wilton Town Hall.

***A motion was made to adjourn the meeting by Mr. Dailey and seconded by Ms. Fisk; all in favor. The Budget Committee was adjourned 8:39 PM.***

Respectfully Submitted,

Dawn Tuomala, Secretary